



PORT OF BROWNSVILLE

9790 Ogle Rd • NE Bremerton, WA 98311
Office: 360-692-5498 • FAX 360-698-8023
pob@portofbrownsville.org

Commissioners:

Shaun Nye
Fred Perkins
Jack Bailey

July 15, 2020

CALL TO ORDER

Commissioner Shaun Nye called the regular session of the telephone meeting to order at 6:03 PM. In attendance were Commissioner Jack Bailey, Commissioner Fred Perkins, CPA Jan Fancher, Interim Port Manager Wendy Smith, Port Auditor Joe DaBell and Port Attorney Neil Wachter.

PLEDGE OF ALLEGIANCE

Commissioners led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Nye wanted to change the order of the Executive Session items on the agenda. He wants to move item b. Executive Session for Potential Litigation to Item a. and move Item a. Executive Session to evaluate the qualifications of an applicant for public employment to item b. Just shifting the order. Commissioner Bailey made a motion to approve the agenda as modified. Commissioner Nye seconded the motion. Motion was approved unanimously.

APPROVAL OF CONSENT AGENDA

Consent agenda includes the Regular Meeting Minutes for June 2020 and vouchers audited and certified by the auditing officer as required by RCW 42.24.080 and those expense reimbursement claims certified as required by RCW 42.24.090, which have been recorded on a listing and have been made available to the public. Those vouchers approved for payment are included in the audited and certified list and further described as follows: June 2020 voucher numbers 43035 through 43045 for a total amount of \$7,783.01 Also approved for payment was July 2020 voucher numbers 43046 through 43081 for a total amount of \$134,852.78 and electronic transfer voucher number 2020-48 through 2020-49 for a total amount of \$3,729.79. Also approved July 2020 electronic voucher number 2020-50 through 2020-53 for a total of \$4,244.87.

Motion made by Commissioner Perkins to approve consent agenda as written. Motion was seconded by Commissioner Bailey. Motion was approved unanimously.

PRESENTATIONS TO OR BY THE BOARD

None

FINANCIAL REPORTS

CPA Fancher provided the financial report for June 2020. CPA Fancher gave the commission their June 30, 2020 cash balances. CPA Fancher said the large expenditures were from the removal of derelict vessels plus bond interest payments. She also highlighted funds received from the State of Washington



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Floating Restroom Grant and spoke about what goes into that grant. CPA Fancher stated the 2019 Audit has begun and she received a list of requests.

INFORMATION, STAFF AND COMMITTEE REPORTS

- a. Manager's Report – Attached. Wendy Smith reported on the various happenings at the port in the last month.
- b. Maintenance Report – Attached. Joe DaBell reported on the various maintenance events that have occurred in the last month.
- c. Commissioners Report – Commissioner Perkins had nothing to report. Commissioner Bailey commented on the sink hole and pictures where the drain line was cut off.

OLD BUSINESS

- a. Boat Compliance list – Joe DaBell gave highlights of the compliance list.
- b. Hiring of the Port Manager – Interim Port Manager Smith highlighted updates on this in her manager's report
- c. Emergency Resolution – 20-05 – Holding pattern on this emergency resolution for now.
- d. Resolution 20-06 – Port becoming their own Treasurer – Commissioner Nye outlined this talking about making the date effective on October 1, 2020. Commissioner Perkins asked who is leading this project. Commissioner Nye said it is a team effort. CPA Fancher weighed in on the effect this will have on budget. She estimates fees will go down for the last three months of the year. She said it will greatly free up staff time. Interim Manager Smith read Resolution 20-06. Attorney Wachter suggested he clean up these resolutions for the August meeting so that it is in final clean form at the August meeting. Commissioner Perkins would like to see a clean version and Commissioner Bailey would also like to see a clean version from the attorney. All agree.

NEW BUSINESS

- a. Resolution 20-07 – Port Investment Policy – Commissioner Nye suggests the same for this resolution that it goes to the attorney. He suggests they come to the next meeting possibly be a special meeting. Interim Manager Smith read Resolution 20-07.

PUBLIC COMMENT

None

EXECUTIVE SESSION

Commissioner Nye recessed the regular meeting to go into executive session at 7:01 pm pursuant to RCW 42.30.110(1)(g) – potential litigation and RCW 42.30.110(1)(i) – to evaluate the qualifications of an applicant for public employment. Each session shall be 30 minutes in length. No decisions are expected.

Commissioners came back into regular session to adjourn the meeting.

CLOSE MEETING / ADJOURN



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Next Regular Meeting is August 12, 2020.

Meeting was adjourned at 8:00 PM.

President / Commissioner

Secretary / Commissioner

Commissioner

Recording Secretary